

**TRIUNFO SANITATION DISTRICT  
DISBURSEMENTS  
10/1/18-10/31/18**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009054	\$104.83	10/4/2018	AT&T SEP 18 - MASTER BILL
009055	\$85.00	10/4/2018	AT&T OCT 18 - U-VERSE TSD PW OPERATIONS
009056	\$1,379.72	10/4/2018	COUNTY OF VENTURA
	\$1,333.26		8/14 - 9/18 WASTEWATER LIFT STATION 3
	\$26.64		8/14 - 9/18 WASTEWATER LIFT STATION 3A
	\$19.82		8/14 - 9/18 62 BUCKSKIN RD.
009057	\$145.98	10/4/2018	GI INDUSTRIES OCT 18 - WASTE MANAGEMENT SERVICES
009058	\$70.55	10/4/2018	VIKAS GRAG REFUND OPWS CREDIT BALANCE
009059	\$46,959.57	10/4/2018	KEH & ASSOCIATES, INC WW/RW CIP
009060	\$20.55	10/4/2018	JUDY KULP REFUND OPWS CREDIT BALANCE
009061	\$40.00	10/4/2018	VCSDA TSD BOARD MEMBERS - VCSDA DINNER
009062	\$76.98	10/11/2018	AT&T
	\$56.07		SEP 18 - OAK CANYON PROJECT HOT LINE
	\$20.91		SEP 18 - 63 BUCKSKIN RD. LONG DISTANCE
009063	\$3,744.00	10/11/2018	JAMES D. RIGLER TRUST DEVELOPER REFUND - TRACT# 4315
009064	\$4,930.14	10/11/2018	LEONARD CHARITABLE FOUNDATION DEVELOPER REFUND - TRACT# 3984
009065	\$11,835.15	10/11/2018	RICHARD A NORENE AND STEVEN L DAVIS DEVELOPER REFUND - TRACT# 4071
009066	\$6,744.50	10/11/2018	SHIVERICK LIVING TRUST DEVELOPER REFUND - TRACT# 4474
009067	\$15,176.25	10/18/2018	ACWA 2019 ANNUAL AGENCY DUES

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009068	\$4.64	10/18/2018	AT&T OCT 18 - OPWS DIRECTORY AD
009069	\$50.00	10/18/2018	AWA WATERWISE MEETING - ORKNEY & PAN
009070	\$7,252.00	10/18/2018	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2019 MEMBERSHIP RENEWAL
009071	\$434.63	10/18/2018	FRONTIER COMMUNICATIONS
	\$212.42		OCT 18 - TSD WASTEWATER 56K NETWORK SCADA OP
	\$52.91		OCT 18 - 654 LAKE SHERWOOD DR.
	\$55.56		OCT 18 - NORTH RANCH PUMP STATION
	\$60.90		OCT 18 - THOUSAND OAKS TELEPHONE/MAINTENANCE
	\$52.84		OCT 18 - LAKE SHERWOOD STAFFORD
009072	\$402,652.97	10/18/2018	LAS VIRGENES MUNICIPAL WATER DISTRICT
	\$320,370.13		AUG 18 - JPA
	\$82,282.84		SEP 18 - RW PURCHASE - OAK PARK/LAKE SHERWOOD
009073	\$141.87	10/18/2018	MCI SEP 18 - 800# FOR OPWS CUSTOMERS
009074	\$326.00	10/18/2018	SOUTHERN CALIFORNIA EDISON TEMPORARY POWER - 860 1/2 DEERHILL RD.
009075	\$1,016.50	10/18/2018	WATEREUSE ASSOCIATION 2019 MEMBERSHIP DUES
009076	\$194.81	10/25/2018	CALIFORNIA WATER SERVICE COMPANY 9/13 - 10/10 - WATER BILL
009077	\$268.33	10/25/2018	MELVIN CHIU REFUND OPWS CREDIT BALANCE
009078	\$65.62	10/25/2018	PAUL HEERE REFUND OPWS CREDIT BALANCE
009079	\$71.43	10/25/2018	DAN RICHARDS REFUND OPWS CREDIT BALANCE
009080	\$213.45	10/25/2018	XUFANG YANG REFUND OPWS CREDIT BALANCE

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009081	\$46.48	10/25/2018	ZAINAB DAROOGAR REFUND OPWS CREDIT BALANCE
009082	\$26.71	10/25/2018	DAVID B MCNEILL REFUND OPWS CREDIT BALANCE
009083	\$36.99	10/25/2018	YASSER HAZZAA REFUND OPWS CREDIT BALANCE
009084	\$4.97	10/25/2018	CHADWICK CRAIG WOO & TRACI J WOO REFUND OPWS CREDIT BALANCE
009085	\$60.00	10/25/2018	LISA GOLDBERG REFUND OPWS CREDIT BALANCE
ACH TXF	\$1,499.76	10/31/2018	LINCOLN NATIONAL 10/31/18 - DEFERRED COMP
EFT00000000000000725	\$39.24	10/1/2018	JAMES WALL 2018 - 3RD QUARTER MILEAGE
EFT00000000000000726	\$137.34	10/1/2018	JANNA ORKNEY 2018 - 3RD QUARTER MILEAGE
EFT00000000000000727	\$35.43	10/1/2018	SUSAN PAN 2018 - 3RD QUARTER MILEAGE
EFT00000000000000728	\$65.95	10/1/2018	RAYMOND TJULANDER 2018 - 3RD QUARTER MILEAGE
EFT00000000000000729	\$16,601.60	10/4/2018	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
	\$3,762.00		AUG 18 - CENTRAL, RW, AND PW ADMINISTRATION
	\$2,286.00		LEVAN PROPERTY DAMAGE
	\$3,174.77		SHADOW OAKS HOA - RW
	\$6,806.83		T-MOBILE/KILBURN
	\$572.00		TRAVEL TO AND ATTEND JPA MEETING
EFT00000000000000730	\$18,860.44	10/4/2018	SOUTHERN CALIFORNIA EDISON SEP 18 - MASTER BILL
EFT00000000000000731	\$97.50	10/15/2018	HOWELL MOORE & GOUGH LLP REVIEW OF CONTRACTS WITH VRSD

**TRIUNFO SANITATION DISTRICT  
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10/1/18-10/31/18**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION

EFT000000000000000732	\$436.91	10/15/2018	JANNA ORKNEY 9/25-9/27 CSDA CONFERENCE EXPENSES
EFT000000000000000733	\$544,557.00	10/15/2018	VENTURA REGIONAL SANITATION DISTRICT
	\$14,824.95		AUG 18 - WW ADMINISTRATION
	\$37,179.52		AUG 18 - RW MAINTENANCE
	\$537.00		AUG 18 - RW EMERGENCY MAINTENANCE
	\$14,395.40		AUG 18 - WW OPERATIONS
	\$58,552.53		AUG 18 - WW MAINTENANCE
	\$2,925.48		AUG 18 - WW ADMINISTRATION
	\$856.75		AUG 18 - FIXTURE COUNTS
	\$12,080.01		AUG 18 - PW MAINTENANCE SCADA/ELECT
	\$3,825.00		AUG 18 - PW PREVENTATIVE MAINTENANCE
	\$2,117.50		AUG 18 - AUTOMATED METER READINGS
	\$11,975.17		AUG 18 - RW OPERATIONS
	\$4,483.50		AUG 18 - RW ADMINISTRATION CUSTOMER SERVICE
	\$1,856.00		AUG 18 - RW OPERATIONS EMERGENCY CALL-OUT
	\$6,458.00		AUG 18 - PW MAINTENANCE
	\$2,164.30		AUG 18 - PW OAK PARK WATER CONSERVATION
	\$384.00		AUG 18 - PW OPERATIONS CALL-OUT
	\$3,648.00		AUG 18 - PW CUST. SERVICE EMERGENCY CALL-OUT
	\$537.00		AUG 18-PW OPS SYSTEM REPAIR EMER CALL-OUT
	\$583.06		AUG 18 - PW OPERATIONS METER READINGS
	\$1,071.47		AUG 18 - OAK PARK EPG WATER CONSERVATION
	\$8,895.31		AUG 18 - PW ENVIRONMENTAL PROGRAMS
	\$35,704.46		AUG 18 - PW CUSTOMER SERVICE
	\$26,457.00		AUG 18 - PW CUSTOMER SERVICE - FIELD
	\$5,107.50		AUG 18 - PW OPERATIONS FIRE HYDRANT
	\$4,945.00		AUG 18 - PW OPERATIONS METER REPLACEMENT
	\$7.48		AUG 18 - JPA-IPR PROJECT
	\$420.90		AUG 18 - ADMINISTRATION 2107 TRENTHAM
	\$56,349.42		AUG 18 - PW OPERATIONS
	\$122.00		AUG 18 - PW ANODE CHECKS/LEAK DETECTION
	\$3,582.66		AUG 18 - PW ENGINEERING PROJECTS
	\$32,494.69		AUG 18 - PW OPERATIONS SYSTEM REPAIRS
	\$912.25		AUG 18 - NORTH SHORE TANK MAINTENANCE
	\$18,748.50		AUG 18 - MANHOLE REHABILITATION
	\$4,650.00		AUG 18 - WW EPG SOURCE CONTROL
	\$10,689.00		AUG 18 - WW PREVENTATIVE MAINTENANCE
	\$4,003.25		AUG 18 - WW MAINTENANCE SCADA
	\$90,790.76		AUG 18 - VRSD CENTRAL ADMINISTRATION
	\$3,214.00		AUG 18 - BCYN OPERATIONS
	\$619.97		AUG 18 - BCYN OPERATIONS ADMINISTRATION
	\$14.95		AUG 18 - REGENCY RW PUMP STATION CIP
	\$1,004.53		AUG 18 - NORTH SHORE GRAVITY SYSTEM

**TRIUNFO SANITATION DISTRICT  
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CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
	\$54,133.73		AUG 18 - WW MAINTENANCE COLLECTION SYSTEM
	\$1,235.00		AUG 18 - ENGINEERING PROJECTS
EFT000000000000000734	\$326,443.90	10/25/2018	CALLEGUAS MUNICIPAL WATER DISTRICT
			SEPT 18 - POTABLE WATER
<b>TOTAL</b>	<b>\$1,412,955.69</b>		<b>TOTAL</b>



## **Water & Wastewater Monthly Report**

### **Triunfo Sanitation District**

For the month of: August 2018

The billing period for this invoice is 07/22 through 09/01/2018 for labor and equipment. This report is arranged in the order of the invoice: Collection System, General Administration, Potable Water System, Reclaimed/Recycled Water System, and Wastewater Operations.

#### **BELL CANYON**

##### **TSD-BCN02 (221302) – WASTEWATER – BELL CYN – OPERATIONS**

- Staff checked the Bell Canyon lift station multiple times.
- Staff checked and ran the generators.
- Staff installed the ISCO composite sampling machine in a manhole in Bell Canyon.
- Staff picked up the sample and brought it to FGL.

##### **TSD-BCN05 (221303) – BCYN – OPERATIONS - ADMIN**

- Staff worked on Bell Canyon Flow Letter.

##### **TSD-CAP05 (123103) – REGENCY RW PUMP STATION CIP**

- See General Manager for information on this project.

##### **TSD-CAP14 (121108) – N.S. GRAVITY SYSTEM**

- See General Manager for information on this project.

#### **COLLECTION SYSTEM**

##### **TSD-COL01 (221201) – WASTEWATER – COLLECTION SYSTEM MAINTENANCE**

A variety of activities were performed throughout the collection system this period, including:

- Staff used the CCTV in TSD areas. Staff set up traffic control as needed.
- Staff marked dig alerts.
- Staff worked on line cleaning / hot spots throughout TSD.
- Staff worked on TSD will serve letters and easement checks.
- Staff located sewer laterals.
- Staff vacuumed and cleaned the Westlake Lift Station.
- Staff used the easement trailer to clean lines.
- Staff vacuumed out grit and removed mop heads from the North Ranch lift station.
- Staff scanned and saved the CCTV reports.
- Staff used the push camera to locate manholes.

**TSD-COL02 (221400) – ENGINEERING – PROJECTS**

- Staff checked on easement conflicts.
- Staff marked dig alerts.
- Email correspondence DDW and RMP.
- Staff worked on a sewer conflict review for 1079 Twinfoot Ct.

**TSD-COL03 (221202) – N. SHORE TANK MAINT**

- Staff dropped enzymes in the tanks at North Ranch.
- Staff scanned, saved and filed confined space entry forms.

**TSD-COL04 (221203) – MANHOLE REHAB**

- Staff worked on manhole inspections / rehab throughout TSD.
- Staff updated paving work orders and attached the invoices

**TSD-COL06 (221501) – WW-EPG SOURCE CONTROL**

- Staff worked on the Nanofilm evaluation report and correspondence.
- EPG meeting.
- Nanofilm report and pretreatment report.
- Staff worked on FOG control updates that are used for the semi-annual report.
- Staff exported and saved the lab results to the server and database.
- Staff checked the TSD sites for a signage count.

**TSD-COL08 (221204) – WW MAINTENANCE-PREVENTATIVE**

- Staff prepped, primed and painted the North Ranch wet well.

**TSD-COL09 (221206) – WW MAINTENANCE SCADA**

- Staff worked on the SQL server development.
- SCADA troubleshooting.
- Cellular communication troubleshooting.
- HMI development.
- Staff upgraded the firmware on the cellular gateways.
- Staff worked on the time of use programming.

**GENERAL ADMINISTRATION**

**TSD-GEN01 (121100) – CENTRAL ADMINISTRATION**

- The Finance Department staff provides general accounting services including processing of accounts payables, accounts receivables, bank reconciliation, fixed asset management and depreciation calculation, purchasing processing, deposit preparation, cash receipts, and daily cash management of the District's funds.

**TSD-GEN04 (121101) – CENTRAL ADMINISTRATION – WW ADMIN**

- Questions about costs billed to this project should be directed to the Director of Finance.

**TSD-GEN07 (121104) – JPA-IPR PROJECT**

- See General Manager for information on this project.

## **TSD-GEN08 (121105) – ADMIN – 2107 TRENTHAM**

- See General Manager for information on this project.

## **POTABLE WATER SYSTEM**

### **TSD-POT01 (222300) – POTABLE WATER – OPERATIONS**

- 133 samples were analyzed from the tank sites and sample stations. These samples include total chlorine, coliform bacteria, HPC, Nitrite-N, Monochloramines and Free Ammonia.
- Routine facility rounds were conducted on Monday and Friday of each week at all the pump stations and tank sites. This includes maintenance at all the sites and fire extinguisher inspections.
- USA Dig Alerts, marking our lines for utility digging.
- Monthly generator checks and runs.
- Set up the library for the TSD board meeting.
- Worked on the TSD monthly report.
- Staff made changes to the SCADA system, adjusted tank levels.
- Sample station flushing/ran cl2 residuals.
- Staff worked on SEMS work orders.
- Staff worked on notifying customers whose meters were showing continuous flow. Staff met with these customers and helped them identify where their leaks may be.
- Monitored meter communication issues. Cleared alarms, fixed any issues such as replacing MXU'S and or bad cords.
- Staff was called out to multiple leaks and notified appropriate customers.
- Staff created/dispatched SEMS work orders.
- Staff met with Mark Norris.
- Staff worked on water loss reports.
- Staff flushed the airvac at OCR for sampling.
- Staff troubleshot SCADA CPU issues.
- Staff attended a water loss webinar.
- Staff worked on gathering info for Calleguas (request through Mark Norris).
- Staff added backflow I. D's into SEMS.
- Staff worked on updating the HOA contact list.

#### **Potable Water Use:**

Falling Star Turn out    101,568,676 Gallons = Monthly Flow Total

\*All water coming into the distribution system is now being metered through the Falling Star turnout.

#### **Emergency Generator Use:**

Lindero Generator Run Hours – Routine Maintenance: 0.4 hrs

Lindero Generator Run Hours – Emergency Use: 0.0 hrs

Deerhill Generator Run Hours – Routine Maintenance: 0.9 hrs

Deerhill Generator Run Hours – Emergency Use: 0.0 hrs

### **TSD-POT02 (222304) – PW-OPER-ANODE CHECKS/LEAK DET**

- Leak detection on Basswood to determine which service was leaking.



### **TSD-POT03 (222400) – PW-ENGINEERING PROJECTS**

- Staff worked on the Emergency Response Plan.
- Staff worked on gathering info for Calleguas.
- Email correspondence; DDW and RMP.

### **TSD-POT04 (222301) – OPERATIONS – PW SYS REPAIRS**

- Staff worked with a contractor on a service line leak / replacement on Falconrock Lane.
- Staff located the service line and delineated the dig area. Staff called in a dig alert. After the line was replaced the hole was backfilled and the street was paved.
- Staff worked with a contractor on a leaking fire hydrant lateral.
- Staff worked with a contractor on a service line leak at 54 Basswood. Staff located the line, marked out the dig area and called in a dig alert. Staff notified the affected customers. After the service line was replaced the line was flushed. The hole was backfilled with sand and slurry and the street was paved.
- Staff replaced two broken / leaking angle stops (6598 Joshua St. and 6368 Twin Springs).
- Staff investigated a leak on Deerbrook Rd.

### **TSD-POT05 (222501) – WATER CONSERVATION PROGRAM**

- Staff answered water conservation calls.
- Staff scheduled and performed water audits.
- Staff started on the July water conservation figures for the CA Drinc website.
- Staff attended an ACWA webinar “The new water conservation laws and an implementation overview”

### **TSD-POT06 (222500) – POTABLE WATER – ENVIRONMENTAL PROGRAMS**

- Staff performed the first round of the EPA’s UCMR4 water sampling.
- Staff reviewed the requirements for AM3 cytotoxin, reviewed water quality maps for TTHM and HAA5.
- Staff finalized the OPWS monthly report and submitted it to the DDW.
- Bell Canyon flow letter.
- Water Conservation report.
- Staff updated the sample tracker.
- Staff attended an AWWA water loss webinar.
- Staff visited TSD site and got a sign count.
- File management, downloaded lab data from the FGL website.

### **TSD-POT07 (122100) – CUSTOMER SERVICE – ADMINISTRATION**

- Administrative staff assists Oak Park Water Service customers by mail or by telephone; processes payments and generates monthly water billings, and performs payment follow-up for non-paying accounts.

### **TSD-POT08 (222302) – CUSTOMER SERVICE – FIELD**

- A total of 91 service calls were completed this month. These consisted of move in and move outs. High bill calls, off notices, verified reads, shut offs for residents not applying for service and services being reconnected for new residents that have moved in.

- 123 Delinquent notices were posted for residents that were past due in paying their bill. Notices were sorted in posting order. Pictures were taken of all posted door hangers. Notices were posted on 08/02/18.
- 7 services were shut off for nonpayment on 08/07/18 – staff restored service to customers that made payments.
- Multiple high bill/check for leak investigations were conducted.
- Assisted customers with isolating/finding leaks.
- Shut off angle stops for plumbers that needed to make repairs on customer's homes / apartment buildings.
- Staff updated the leak spreadsheet.
- Staff created and dispatched work orders.
- Staff went thru payments at the ups store to take paying customers off of the shut off list.
- Staff notified customers whose meters were showing continuous usage (SEMS work orders).
- Staff updated the HOA / Property Management contact list.

#### **TSD-POT09 (222303) – PW-OPERATIONS-FIRE HYDRANT**

- Staff responded to a broken hydrant lateral on Sunnyvista. Staff shut down the line and dug down to try and locate the leak. Staff worked with a contractor to fix this leak.
- Staff performed fire hydrant maintenance in the Kilburn Zone.
- Staff checked pressure reads on specific fire hydrants.

#### **TSD-POT10 (222305) – POTABLE WATER-OPS-METER REPLACEMENT**

- Staff worked on a list of meters that were not communicating and cleared alarms using a hand held computer, replaced meters, mxu's, cords to resolve the communication issues.
- Staff changed out meters that were defective.
- Staff updated the meter change out list.
- Staff created work orders for meter events (communication issues, magnetic alarms, change outs etc.)
- Staff inventoried defective meters that had been pulled and sent them to Aquametric for warranty replacements.

#### **TSD-POT12 (222200) – PW MAINTENANCE**

- Staff performed site maintenance at the Oak Park sites.
- Staff worked with Quinn to diagnose the Deerhill Generator problem.
- Staff repaired the ventilation system in the Deerhill Pump Station. Staff replaced the fan belt.
- SCADA SQL server development.

#### **TSD-POT14 (122501) – PW-ADMIN-OP WATER CONSERVATION**

- See General Manager for information on this project.

#### **TSD-POT17 (222300E) – PW- OPERATIONS CALL-OUT**

- 09/01/18 – Staff responded to Kilburn tank due to a UPS fail.

#### **TSD-POT18 (222302E) – PW – CUST SVC – EMERG CALL-OUTS**

- 07/29/18 – Staff responded to a call flooding the yard next to 5131 Bromely.

- 08/03/18 – Staff turned on service at 216 Smoketree.
- 08/07/18 – Staff turned on service at 124 Conifer.
- 08/11/18 – Staff responded to a shut off request at 5161 Bromely Dr.
- 08/15/18 – Staff responded to 757 Sassafrass – broken control valve and irrigation leak in backyard.
- 08/16/18 – Staff responded to 6598 Joshua St – broken supply line feeding home.
- 08/17/18 – Staff responded to 128 Satinwood – broken line feeding home.
- 08/19/18 – Staff responded to a leak at Basswood.
- 08/28/18 – Staff responded to a no water call at 1300 Dubonnet. Angle stop was off.

**TSD-POT19 (222301E) – PW-OPER SYS RPR EMER CALL-OUT**

- 09/01/18 – Staff responded to Kilburn tank due to a UPS fail.

**TSD-POT21 (222307) – PW-OPERATIONS – METER READINGS**

- Staff met with the property manager and Gothic Landscape at Shadow Ridge to show them a 2” meters location.

**TSD-POT22 (222202) – POTABLE WATER – MAINTENANCE – SCADA**

- SCADA / HMI alarm notification software research.
- SCADA SQL server development.
- Communication PLC / HMI programming.
- Staff verified wiring at the Lindero PRV.
- Troubleshoot SCADA VBA issues.
- Indian Hills level control issues.
- Cellular communication troubleshooting.
- Network configuration.
- Staff worked on the time of use programming.

**TSD-POT23 (222201) – PW-MAINTENANCE PREVENTATIVE**

- Staff worked on valve maintenance throughout the Kilburn Zone.

**TSD-POT27 (222308) – AUTOMATED METER READING**

- Staff worked on Sensus Analytics and the new customer portal.
- Service orders.
- Staff tested the new system and set up customer accounts.
- Analytics training.

**RECLAIMED/RECYCLED WATER SYSTEM**

**TSD-RCL01 (223300) – RECLAIMED WATER - OPERATIONS**

Staff performed reclaimed water meter reads on 08/31/18 for Oak Park and Lake Sherwood. Staff submitted the reclaimed water meter reads to Finance for billing. Rounds at the Reclaimed Booster Station were performed three times a week.

*Other (non-routine) activities included:*

- Reclaimed system rounds.
- Staff grabbed the Lake Sherwood meter reads.
- Staff met with Mark Norris.

- Staff notified landscapers of leaks and assisted with shutting off services.
- Staff worked on reclaimed water audits.
- Reclaimed dig alerts.
- Staff assisted the Regency Hills HOA and Brightview Landscape with the Deerbrook mainline leak. Staff isolated the main and charged the main as needed. Staff met with a leak detector and a contractor to assist.
- Staff met with Enhanced Landscape at the reclaimed pump station to discuss cleaning up the site and fixing the irrigation system.

*TOTAL RECLAIMED WATER USE:*

Oak Park System 32,046,497 Gallons

Lake Sherwood usage: 7,334,065 Gallons

**TSD-RCL03 (123100) – RW – ADMIN – CUSTOMER SERVICE**

- Administrative staff assists the users of the reclaimed water system by mail or by telephone; processes payments and generates monthly billings, and other reporting duties.

**TSD-RCL04 (223300E) – RW-OPER EMERGENCY CALL-OUT**

- 07/22/18 – Staff responded to 62 Rosehedge to assist in water shut off due to a reclaim water line break.
- 08/21/18 – Staff responded to a PLC fail, and reset.
- 08/28/18 - Staff responded to water coming from the middle of the street in front of 6335 Deerbrook.
- 08/28/18 – Staff drained reclaim water main through air vac.
- 08/29/18 – Staff investigated leak on Deerbrook.

**TSD-RCL05 (223200) – RW – MAINTENANCE**

- Site maintenance at the tank and the pump station.
- PLC programming.
- Pump station discharge pressure transmitter install.
- Staff downloaded and configured new hmi and plc programs.
- Pump station runtime hour programming and cmore development.
- Staff removed and replaced two 2” pressure regulators at Chapparell Park.
- Staff created a manual for the reclaimed water pump station.
- Flow total trend programming.
- Cellular communication troubleshooting.
- Staff removed the cell gateway and switched to a radio network at the Lindero RW turnout.
- Staff troubleshooted the pump seals on P2 and P4 at the pump station.
- Staff met with Las Virgenes to discuss level issues.
- Staff investigated a leak on Deerbrook Road (HOA mainline leak).

**TSD-RCL09 (223200E) – RW – MAINTENANCE – EMG**

- 07/12/18 – Is an emergency call from July billing.

**WASTEWATER SYSTEM**

**TSD-WWW01 (221301) – WASTEWATER OPERATIONS**

***Bell Canyon Pump Station and flow meter***

The lift station and flow meter were checked each week. The generator was tested under load. Weed abatement was performed in and around the station. A safety inspection was conducted, and the level probe was cleaned.

***Carlisle Pump Station***

The lift station was checked each week. Weed abatement was performed in and around the station and the station’s fire extinguishers were checked. The generator was tested under load.

***Lake Sherwood Pump Station***

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station’s fire extinguishers were checked.

The generator was tested under load.

***Lake Sherwood Polo Field Station***

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station’s fire extinguishers were checked. The generator was tested under load. The wet well was cleaned.

***North Ranch Pump Station***

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station’s fire extinguishers were checked. The generator was tested under load.

***Westlake Pump Station***

The lift station was checked each week. Weed abatement was performed in and around the station.

**Monthly**

**TSD Lift Stations – Flow Calculator**

**Month of: August 2018**

**Total Gallons**

Lake Station	6,556,523
Polo Fields	2,863,240
Carlisle	309,830
Bell Cyn/TSD	3,400,768
Bell Cyn L/S	252,610

- Staff checked the TSD lift stations multiple times per week.

**TSD-WWW02 (221200) – WW MAINTENANCE**

- Staff used the CCTV throughout TSD areas. Staff set up traffic control as needed.
- Staff marked dig alerts.
- Staff removed pumps at the Westlake Lift Station. Staff removed rags and cleaned the inside of the wet well. Staff repaired the pumps and reinstalled them.

- Staff removed the old 90's at the Westlake Lift Station and replaced them. Staff retrofitted the discharge piping.
- Staff pulled the pumps at Carlisle. Staff troubleshot, repaired and put them back in service. Pump 3 was plugged.
- Staff removed and replaced a pump and a corroded 90 at the North Ranch lift station.
- Staff cleaned the Polo Lift Station.

**TSD – WWW04 (221300) – OPERATIONS – ADMINISTRATION FIELD**

- Staff met with Mark Norris.
- Staff worked on updating the HOA contact list / updating the gate codes.
- Staff entered monthly data, scanned and saved logs.

**TSD-WWW13 (221210) – FIXTURE COUNTS**

- Staff worked on getting fixture counts.

If you have other questions or concerns, please contact me at (805) 658-4648.



RICHARD JONES – W&WW OPERATIONS SUPERINTENDENT

**TRIUNFO SANITATION DISTRICT**  
**Costs by Type - Monthly**  
**Year-to-Date as of August 31, 2018**

Company TSD

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Total
<b>7/31/2018</b>						
ADMIN	\$ 52,321	\$ -	\$ -	\$ 41,257	\$ 413	\$ 93,991
BELL CYN	\$ 4,372	\$ 1,050	\$ 35	\$ -	\$ -	\$ 5,457
COLL SYS	\$ 5,441	\$ 83	\$ 16	\$ -	\$ 10	\$ 5,549
POTABLE	\$ 82,843	\$ 3,086	\$ 1,450	\$ 1,742	\$ 6,481	\$ 95,603
RECYCLED	\$ 27,302	\$ 1,276	\$ 2,718	\$ -	\$ -	\$ 31,296
WASTEWATER	\$ 78,202	\$ 12,283	\$ 3,917	\$ -	\$ -	\$ 94,403
<b>7/31/2018 Total</b>	<b>\$ 250,480</b>	<b>\$ 17,778</b>	<b>\$ 8,137</b>	<b>\$ 42,999</b>	<b>\$ 6,904</b>	<b>\$ 326,298</b>
<b>8/31/2018</b>						
ADMIN	\$ 84,188	\$ -	\$ 583	\$ 56,689	\$ 5,791	\$ 147,252
BELL CYN	\$ 3,272	\$ 527	\$ 35	\$ -	\$ 0	\$ 3,834
COLL SYS	\$ 4,507	\$ -	\$ 144	\$ -	\$ -	\$ 4,650
POTABLE	\$ 130,895	\$ 3,865	\$ 35,968	\$ 1,926	\$ 23	\$ 172,678
RECYCLED	\$ 47,319	\$ 2,286	\$ 785	\$ -	\$ -	\$ 50,390
WASTEWATER	\$ 138,576	\$ 22,788	\$ 4,390	\$ -	\$ -	\$ 165,754
<b>8/31/2018 Total</b>	<b>\$ 408,757</b>	<b>\$ 29,466</b>	<b>\$ 41,904</b>	<b>\$ 58,616</b>	<b>\$ 5,814</b>	<b>\$ 544,557</b>
<b>Grand Total</b>	<b>\$ 659,237</b>	<b>\$ 47,244</b>	<b>\$ 50,041</b>	<b>\$ 101,615</b>	<b>\$ 12,718</b>	<b>\$ 870,855</b>

**TRIUNFO SANITATION DISTRICT**  
**Budget vs. Actual Analysis by Work Order**  
Year-to-Date as of August 31, 2018

TSD TRIUNFO SANITATION DISTRICT

Work Order	Description	Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 949,327	\$ 153,630	\$ 795,697
121101	TSD-WW Administration	\$ 183,230	\$ 22,356	\$ 160,874
121103	TSD-FACEBOOK/TWITTER	\$ 13,452	\$ -	\$ 13,452
121104	TSD-JPA-IPR Project	\$ 23,909	\$ 140	\$ 23,769
121105	TSD-Admin-2107 Trentham	0	421	(421)
121108	TSD-N.S. Gravity System	\$ -	\$ 1,403	\$ (1,403)
122100	TSD-PW Customer Service	\$ 341,727	\$ 54,452	\$ 287,275
122501	TSD-PW-Admin-OP Water Conservation	\$ 18,755	\$ 3,907	\$ 14,848
123100	TSD-RW-Admin-Customer Service	\$ 90,073	\$ 8,559	\$ 81,514
123103	TSD-Regency RW Pump Station CIP	\$ -	\$ 281	\$ (281)
221200	TSD-WWW Maintenance	\$ 143,730	\$ 77,920	\$ 65,810
221201	TSD-WWW-Maintenance Collection Sys	\$ 430,355	\$ 72,380	\$ 357,975
221202	TSD-N. Shore Tank Maint	\$ 61,773	\$ 10,410	\$ 51,363
221203	TSD-Manhole Rehab	\$ 311,026	\$ 38,805	\$ 272,222
221204	TSD-WWW Maintenance-Preventative	\$ 85,008	\$ 15,183	\$ 69,826
221206	TSD-WWW-Maintenance SCADA	\$ 105,814	\$ 7,697	\$ 98,117
221207	TSD-Main - BCYN Collection System	\$ 99,805	\$ 6,885	\$ 92,920
221208	TSD-BCYN- Maint - Preventative	\$ 27,501	\$ 2,942	\$ 24,559
221210	TSD - WW Maintenance - Fixture Counts	\$ -	\$ 1,266	\$ (1,266)
221300	TSD-Administration - Wastewater	\$ 29,800	\$ 5,986	\$ 23,814
221301	TSD-Operations - Wastewater	\$ 104,380	\$ 23,088	\$ 81,292
221302	TSD-BCYN-Operations	\$ 13,881	\$ 4,317	\$ 9,565
221303	TSD-BCYN-Operations-Admin	\$ 5,082	\$ 620	\$ 4,462
221400	TSD-Engineering - Projects	\$ 183,476	\$ 2,202	\$ 181,275
221500	TSD-WW - EPG - SSMP	\$ 22,160	\$ -	\$ 22,160
221501	TSD-WW-EPG-Source Control	\$ 118,520	\$ 10,199	\$ 108,321
222200	TSD-PW - Maintenance	\$ 107,960	\$ 7,237	\$ 100,723
222201	TSD-PW-Maintenance Preventative	\$ 147,558	\$ 14,949	\$ 132,609
222202	TSD-PW-Maintenance SCADA/Elect	\$ 124,855	\$ 19,266	\$ 105,589
222203	TSD-PW-Main-Coatings & Linings	\$ 25,648	\$ -	\$ 25,648
222300	TSD-Operations - Potable Water	\$ 338,682	\$ 84,493	\$ 254,189
222301	TSD-Operations - PW Sys Repairs	\$ 229,536	\$ 36,522	\$ 193,014
222302	TSD-PW Customer Service-Field	\$ 91,696	\$ 39,928	\$ 51,768
222303	TSD-PW - Operations-Fire Hydrant	\$ 77,346	\$ 12,834	\$ 64,512
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 12,385	\$ 122	\$ 12,263
222305	TSD-PW-Operations Meter Replacemnt	\$ 11,871	\$ 8,743	\$ 3,128
222307	TSD-PW-Operations - Meter Readings	\$ 52,560	\$ 721	\$ 51,839
222400	TSD-PW-Engineering Projects	\$ 88,125	\$ 3,641	\$ 84,484
222500	TSD-PW-Environmental Programs	\$ 108,389	\$ 19,793	\$ 88,596
222501	TSD-PW-EPG-OP Water Conservation	\$ 74,700	\$ 1,426	\$ 73,274
223200	TSD-RW-Maintenance	\$ 81,594	\$ 61,675	\$ 19,919
223300	TSD-Operations - Recycled Water	\$ 75,980	\$ 17,810	\$ 58,170
221200E	TSD-WWW-Maint Emergency	\$ 6,560	\$ -	\$ 6,560
221201E	TSD-WWW-Collection Sys Call-out Emr	\$ 13,170	\$ -	\$ 13,170
221202E	TSD-N. Shore Tank Maint-Emergency	\$ 1,968	\$ -	\$ 1,968
221301E	TSD-WW-Ops Emergency Call-Outs	\$ 2,460	\$ 492	\$ 1,968
222300E	TSD-PW-Operations Call-out	\$ 13,170	\$ 384	\$ 12,786
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 9,219	\$ 5,952	\$ 3,267
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,841	\$ 3,064	\$ 778
<b>TOTALS</b>		<b>\$ 5,062,057</b>	<b>\$ 870,855</b>	<b>\$ 4,191,202</b>



Mark S Norris Consulting  
 LLC  
 5572 Lafayette St  
 Ventura, Ca 93003

# Invoice

DATE	INVOICE #
8/31/2018	337

BILL TO
Ventura Regional Sanitation District Finance & Administration 1001 Partridge Drive , Suite 150 Ventura, CA 93003-0704

DUE DATE
9/30/2018

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Sanitary District General Manager Services			0.00
08/01/18 Various TSD Projects Review proposed changes to TSD/VRSD and Mark S Norris Consulting Agreements Phone conference w/John Mathews regarding several matters TSD Weekly Staff Meeting Review WW Customer Audit Worksheet Meeting w/Tim Doyle to discuss several projects Review/Respond to customer concerns	8.25	122.00	1,006.50
08/02/18 Various TSD Projects TSD Agenda Prep Records Retention Plan Follow-up Meeting Review and approve VRSD/TSD Invoice	6.5	122.00	793.00
08/03/18 Various TSD Projects Review R/W billing issues TSD Agenda Prep TSD Budget Review Meeting w/Chi Hermann Levan Mandatory Settlement Conference	8.5	122.00	1,037.00
08/06/18 Various TSD Projects Review JPA Board Meeting Agenda TSD Agenda Prep Meeting w/Chris Theisen to discuss several projects Phone conference w/John Mathews regarding several matters	12	122.00	1,464.00
08/07/18 Various TSD Projects TSD Name Change Meeting JPA Board Meeting debrief Meeting w/John Mathews to discuss TSD billing issues TSD Agenda Prep	8	122.00	976.00

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Ventura Regional Sanitation District Finance & Administration 1001 Partridge Drive , Suite 150 Ventura, CA 93003-0704

<b>DUE DATE</b>
9/30/2018

DESCRIPTION	QTY	RATE	AMOUNT
08/08/18 Various TSD Projects TSD Agenda Prep TSD/VRSD Ad Hoc Committee Meeting TSD Weekly Staff Meeting Ordinance Update Meeting	9	122.00	1,098.00
08/09/18 Various TSD Projects Review CASA Legislative Update TSD Agenda Prep Review Draft Final Vacuum Sewer Project RFQ Review/Respond to customer concerns	8.5	122.00	1,037.00
08/10/18 Various TSD Projects	5	122.00	610.00
08/13/18 Various TSD Projects Phone conference w/John Mathews regarding billing issues Phone conference w/Tim Doyle regarding TSD Board Meeting Agenda TSD Agenda Prep Phone conference w/KEH regarding Vacuum Sewer Project RFQ Review/Respond to customer concerns Meeting w/Chris Theisen to discuss several issues Phone conference w/ Janna Orkney	9	122.00	1,098.00
08/14/18 Various TSD Projects TSD Agenda Prep Staff Meeting w/Chi Hermann and Tim Doyle Meeting w/KEH to discuss several projects Phone conference w/John Mathews regarding several matters	8	122.00	976.00
08/15/18 Various TSD Projects TSD Weekly Staff Meeting TSD Weekly Ordinance Update Meeting Review cost analysis regarding TSD name change TSD Agenda Prep	8	122.00	976.00
08/16/18 Various TSD Projects Site Visit-Oak Park/Hidden Valley TSD Agenda Prep	8	122.00	976.00

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<b>DUE DATE</b>
9/30/2018

DESCRIPTION	QTY	RATE	AMOUNT
08/17/18 Various TSD Projects	5.5	122.00	671.00
08/20/18 Various TSD Projects	9	122.00	1,098.00
TSD Agenda Prep			
Review WW customer audit issues			
Phone conference w/Tim Doyle regarding Vacuum Sewer			
Project RFQ Pre-Submittal Meeting issues			
Review status of updated customer portal			
Phone conference w/John Mathews to discuss 8/27			
TSD Board Meeting Agenda			
08/21/18 Various TSD Projects	8	122.00	976.00
TSD Agenda Prep			
08/22/18 Various TSD Projects	9	122.00	1,098.00
Meeting w/Chris Theisen to discuss several issues			
TSD Weekly Staff Meeting			
TSD Weekly Ordinance Update Meeting			
Phone conference w/Mike Paule, Janna Orkney and			
Rick Battles regarding VRSD/TSD and Norris Consulting			
Services Contract			
TSD Agenda Prep			
08/23/18 Various TSD Projects	8.5	122.00	1,037.00
Attend VRSD P&F Committee Meeting			
Meeting w/Tim Doyle regarding WW Audit QA/QC			
TSD Agenda Prep			
Review proposed revisions to Norris Consulting Services			
Agreement			
Review/Respond to customer concerns			
08/24/18 Various TSD Projects	8	122.00	976.00
Site Visit-Oak Park/Lake Sherwood			
Meeting w/Ken Hume regarding several projects			
08/27/18 Various TSD Projects	12.5	122.00	1,525.00
TSD Board Packet review			
Review OPWS water demand data			
Meeting w/Tim Doyle to discuss several projects			
Travel to and attend TSD Board Meeting			

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DATE	INVOICE #
8/31/2018	337

BILL TO
Ventura Regional Sanitation District Finance & Administration 1001 Partridge Drive , Suite 150 Ventura, CA 93003-0704

DUE DATE
9/30/2018

DESCRIPTION	QTY	RATE	AMOUNT
08/28/18 Various TSD Projects Review/Respond to customer concerns Review VRSD/TSD Budget Report TSD Board Meeting debrief and follow-up	7	122.00	854.00
08/29/18 Various TSD Projects TSD Weekly Staff Meeting TSD Weekly Ordinance Update Meeting Phone conference w/John Mathews regarding several matters Meeting w/Tim Doyle and Chi Hermann	8	122.00	976.00
08/30/18 Various TSD Projects Phone conference w/Ken Hume regarding Pre-RFQ Submittal Meeting Travel to and attend Pre-RFQ Submittal Meeting Travel to and attend LeVan Property tour w/legal counsel	9	122.00	1,098.00
08/31/18 Various TSD Projects Site Visit-Lake Sherwood	6.5	122.00	793.00
Rate increase retroactive to July 1			1,129.38
<b>Total</b>			<b>24,278.88</b>